



Manager's Report

For Council Meeting 2/13/01

FINANCE

Listed below are the new businesses licensed during this period:

<u>Business Name</u>	<u>Address</u>	<u>Business Type</u>
Axiom Staffing Group	300 Ft Evans Rd NE #102A	Temporary Staffing
Builders Management	106 Paddington Way	Building Consulting
Carter, Malinda	151 Oakview Dr SE	Commissioned Merchant
Hockett Enterprises	708 Edwards Ferry Rd NE	Snow Removal
Loudoun Lawn Service	211 Jennings Ct SE	Lawn Service
Medical Dental Computer Services	204 S King St	Computer Service Support
Northstar Home Inspections	108 Plaza St NE	Home Inspections
Pilates Center LLC	504 North St NE	Health & Fitness Consulting
Pizza Bolis	9-D Catocin Cr SW	Restaurant
Skye, Inc	806 Kenneth Pl SE	Products & Services
Starlight Candles	509 Sparkleberry Ter NE	Retail - Candles

PERSONNEL

Pursuant to Section 4-3 of the Town Charter, the following personnel actions have occurred since the last report:

<u>New Hires</u>	<u>Position</u>	<u>Department</u>
Shannon Bridgmon	Management Intern	Executive
DJ Mooney	Management Intern	Executive
Brian Nichols	Communications Technician I	Police
David Orr	Police Officer	Police
Nancy Costa	Planner II	Planning and Zoning

<u>Resignations</u>	<u>Position</u>	<u>Department</u>
None		

PARKS AND RECREATION

1. A second neighborhood information meeting was held regarding proposed development of the Route 621 park site. Seventeen citizens and interested residents attended the meeting, which was held in the Simpson Middle School library. Presentations were made by representatives from the Department of Parks and Recreation, Department of Engineering and Public Works, Dewberry and Davis, a traffic consulting firm, and the Loudoun County School Board.
2. A "kick-off" meeting was held with Rhodeside and Harwell to initiate the master plan process for the town's 86-acre park site adjacent to Ball's Bluff Park. The master plan process is expected to take 6-9 months to complete.
3. Construction bids for the Ida Lee Park Recreation Center expansion project were received and publicly opened on January 30th. Six bids were received, with the three apparent low bids

received from Waynesboro Construction, Inc., Pantech Construction Company, and Costello Construction Company of Maryland, with bids in the amount of \$6,458,000, \$6,626,000, and \$6,550,000 respectively. Construction is expected to begin in May.

PLANNING AND ZONING

Current Planning Division Activity

Plans accepted for review during the period January 17, 2001 – February 6, 2001

- Potomac Crossing, Section 7 Plat and Deed
- Potomac Station, Section 7A Plat and Deed
- Allman/Bredimus – Boundary Line Adjustment
- Harvest Square, Lots 2 & 3 – Boundary Line Adjustment
- Route 621 Park – P/F Authorization
- Exeter Hills, Section 6B - Final Plat
- Simpson Middle School Building Addition – No Adverse Impact
- Kincaid, Section 11, Lots 444 & 445 – Boundary Line Adjustment
- Potomac Station, Section 8C – Plat of Correction
- Exeter Hills, Section 4, Lots 10 & 11 - Deed of Boundary Line Adjustment
- Potomac Station, Section 9A - Plat and Deed of Correction
- Heritage High School - P/F Development Plan
- Edwards Landing, Battlefield Parkway, Phase 2 - Right-Of-Way Plat
- Potomac Crossing/Battlefield Parkway Improvements – Construction Drawings
- Potomac Crossing, Section 10 – Construction Drawings
- Potomac Crossing/Battlefield Parkway, Phase 3 – Construction Drawings
- Royal Street Parking Lot – No Adverse Impact Certification
- Hawkins Property - Sketch Plan
- Tavistock Commercial & Multifamily - Preliminary Development Plan
- Potomac Station, Mixed Use Parcel A - Preliminary Development Plan
- Turner Wilson – Preliminary Development Plan

Plans reviewed during the period January 17, 2001 – February 6, 2001

- Potomac Station Apartments - Final Development Plan
- Potomac Station, Section 8C - Plat of Correction
- Potomac Station, Section 9B, Lots 1218 to 1224 – Deed of Boundary Line Adjustment
- Stratford Lakes and Trails – Final Development Plan
- Airport Terminal Expansion and Parking Improvements – P/F Development Plan
- Potomac Crossing, Section 7 – Deed
- Allman/Bredimus – Boundary Line Adjustment
- Kincaid Forest, Section 4B- Construction Drawings
- Georgetown Mews – Preliminary Plat
- Edwards Landing, Section 2E – Final Plat
- Exeter Hills, Section 6B – Final Plat
- Stowers, Section 2 – Construction Drawings

- Edwards Landing/Woods Edge Drive – Final Development Plan

ZONING PERMITS ISSUED**New Construction Residential**

Beauregard Heights 1 SFD \$125,000
Evergreen Mills (Stowers) 8 SFD @ \$100,000
Exeter Hills 1 SFD @ \$100,000
Kincaid Forest 4 SFD @ \$100,000
1 SFD @ \$105,000
1 SFD @ \$106,000
Potomac Crossing 2 SFD @ \$105,000
Potomac Station 4 SFD @ \$100,000
1 SFD @ \$105,000
Sycamore Hill Phase 1, Section 5 1 SFA @ \$151,606
1 SFA @ \$143,926
1 SFA @ \$149,926
1 SFA @ \$162,714
1 SFA @ \$149,386
1 SFA @ \$151,956
Tavistock Farms 4 SFA @ \$55,000
Stratford Phase A Section 1 6 SFA @ \$85,000
Phase B Section 2 SFD @ \$90,000
1 SFD @ \$95,000
1 SFD @ \$100,000

New Construction Commercial

Fort Evans Plaza Mattress Discounters 250 Fort Evans Rd NE Bldg. H Interior @ \$30,000
Leesburg Corner Outlet Mall 241 Fort Evans Rd. NE #1337 Commercial Clothing Store Interior
Waverly Park 602 South King Street Suite 302 Interior Office @ \$6,000.00
Bellwood Commons 541 E. Market Street Red, Hot & Blue Restaurant Interior @ \$120,000
Leesburg Plaza Shopping Ctr. 53 B Catoctin Circle General Nutrition Center Interior @\$5,000
Leesburg Air Park 751 Miller Drive Suite E-F Noldus Corp. Office Interior @ \$30,000
Cardinal Industrial Park 14 Cardinal Park Drive SW #103 Wavecrest/Audio Video Interior
@\$25,000
Leesburg Corner Outlet Mall 241 Ft. Evans Rd. NE Crate & Barrel Interior @ \$250,000
Leesburg Corner Outlet Mall 241 Fort Evans Rd. #1313 American Tourister @ \$36,000
Potomac Station Section 8A Lot 12 701 Bonnie Ridge Dr. NE Model Home /Sales Office
The Drees Cor[. @\$2,500.00

Occupancy Permits Issued Residential

Sycamore Hill – 18 SFA
Tavistock Farms –3 SFA 6-SFD
Potomac Station- 4 SFA 3-SFD
Woodlea Manor – 3 SFD
Stratford – 6 SFD

Kincaid Forest – 4 SFD
Exeter Hill- 1 – SFD
Beauregard Estates – 1 SFD

Occupancy Permits Issued Commercial

Fort Evans Plaza 200 Ft. Evans Rd. NE Food Lion
Fort Evans Plaza 300 Ft. Evans Rd. NE Community Bank
616 East Market Street NE CVS Pharmacy
240 Fort Evans Rd. NE Ft. Evans Plaza
241 Fort Evans Rd. NE Leesburg Cr. Premium Outlet Mall

UTILITIES**Water & Sewer Administration**

- a. **Training**
Louis Jarvis attended a computer class in Microsoft ACCESS Fundamentals.
- b. Congratulations to Utilities Engineer I, Amy Wyks, on passing her P.E. exam

Water Supply Division**Capital Projects Update****Water Treatment Plant Upgrade to 10 MGD**

The contractor is performing the following major operations:

- Conducting HVAC, plumbing, electrical and mechanical operations at the Filter Building.
- Painting and special coating application is in progress.
- Equipment start-up operations are in progress.
- Chemical pump and piping installation continues.
- Forming and placing concrete at miscellaneous locations throughout site.

WTP Expansion Project Status

Dollar value complete 76% Time elapsed 106%.

The contractor continues to be approximately 89+/- days behind schedule.
Project substantial completion date was December 28, 2000. No time extension has been agreed upon.
Liquidated damages are being withheld.

Hospital Tank Pumping Station

- Electrical operations are in progress.
- Equipment start-up operations are being scheduled.

Hospital Tank Pumping Station Status

Dollar value complete 79%. Time elapsed 104%.

A time extension of 48 days was granted to the contractor. Project substantial completion date was January 26, 2001. No additional time extension has been granted.

Water Pollution Control Division

a. Capital Projects

Biological Nutrient Removal Upgrade (BNR)

The focus of construction activities remains the completion of the project milestone requirements and implementation of BNR.

Staff has been informed that a potential reduction in State funding for the Virginia Water Quality Improvement Fund (VWQIF) may result in a FY 02 deferment of \$94,000.00 in BNR grant reimbursements to the town. This amount is based on the town's VWQIF budget projections submitted in September 2000, however, due to continued delays in construction and the lower than anticipated contractor invoices, this amount may increase if the VWQIF is not fully funded by the General Assembly. Current cash flow analysis projections indicate a potential FY 02 deferment of approximately \$345,000.00 with \$6,133,000.00 in grant funds received through June 30, 2001.

Biosolids Management Upgrade (BMU)

Construction is on schedule to meet the revised completion date of September 14, 2001.

Utility Lines Division

Training:

Held safety training covering Mechanical Safety Program & Building Safety Program books.

R. S. Noe

Town of Leesburg
Positions Being Recruited as of February 7, 2001

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